Burien
Washington, USA
15811 Ambaum Blvd SW, Suite C, Burien, WA 98166
Phone: (206) 241-4647 • FAX (206) 248-5539
www.burienwa.gov

MEMORANDUM

TO: Honorable Mayor and Members of the City Council
FROM: Mike Martin, City Manager
DATE: April 27, 2009
SUBJECT: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Annexation Open House – April 16, 2009

On April 16, 2009 City staff hosted a Burien Proposed Annexation Informational Open House at Hilltop Elementary School. This event was the fourth in a series of open houses planned by staff. The event was attended by approximately 70-75 people, many of whom had not attended annexation related meetings in the past.

Questions and comments raised during the open house will be incorporated into the Burien Annexation web page located at www.burienwa.gov/annexation. Interested parties may also receive future open house information by signing up for the Annexation Email List or calling the Burien Annexation Hotline at 206-436-5555. The next open house is scheduled for Tuesday, May 19th at Salmon Creek School located at 614 – SW 120th Street.

B. Economic Development Roundtable – April 16, 2009

Staff attended a southwest King County regional economic development conference at the invitation of Dr. Jack Bermingham, President of the Highline Community College. Approximately 25 staff members and elected officials, including King County council members Julia Patterson and Peter Von Reichbauer, were divided into small groups to brainstorm opportunities for collaboration in order to more fully support economic recovery. Several areas of common interest were identified, including improving public transportation and more active joint legislative initiatives on both a State and Federal level. The consensus was that we should take advantage of existing groups like SKCEDI and the Highline Forum to prioritize 3 or 4 issues to work on together.

C. AWC Municipal Achievement Awards Submittal

Staff entered our T.A.G. Program (Taking Aim at Graffiti) in the Public Safety category for the 2009 AWC Municipal Achievement Awards. The awards program recognizes innovative municipal projects that significantly improve the quality of life for citizens, establish partnerships, and build community support. Awards will be presented at the AWC Conference in June.

D. Puget Sound Regional Council Meeting – April 14, 2009

Staff attended an oral presentation by Ron Posthama from King County Metro, to the PSRC in support of a $5.5 million written grant request to close the gap needed to fund the $20 million cost of the 503 space garage to be built as part of the Burien Transit Oriented Development(TOD) project. Burien is co sponsor of the grant request. Approval will allow the construction of the parking garage to begin as planned later this year. The residential component is planned for late next year and is yet to be funded.

E. Regional Meeting on Last December's Snow Incidents – April 16, 2009

Public Works and Emergency Management Staff met with staff from SeaTac, Normandy Park, Des Moines, Highline School District, King County DOT and Metro/Sound Transit to exchange information on snow clearing procedures and route priorities, and discuss what can be done better next time there is a snow incident. Staff has established a working relationship and agreed to periodically meet to maintain our relationship. An added benefit for Burien is that in comparing our priority routes for snow removal, Burien's priorities coincide with King County's need for maintaining Metro services. They are also a fairly close match to Highline School District's priority routes.

F. JAG Recovery Grant

The City of Burien, along with King County and 17 other cities are eligible to receive $4.88 million in Justice Assistance Grant (JAG) Recovery Act funding for preventing and reducing crime. The grant specifies a set amount for each jurisdiction based on Part 1 violent crimes, however, the jurisdictions are in disparity and must agree on how to allocate the funds amongst themselves. In recognition of the costs that King County incurs in processing felonies and in the spirit of cooperation, the cities have unanimously agreed and proposed to provide King County with 10% of their individual shares, essentially doubling King County's original allocation. Negotiations continue with King County and if they do not agree to this proposal by the May 18th grant deadline the funding will be lost. Under the proposal, Burien's share would be $103,999 and King County's share would be $863,500.

G. Seahurst Park Upland Renovation Receives Citation of Merit

The Washington Recreation & Parks Association has honored the City of Burien Parks, Recreation & Cultural Services (PaRCS) Department with a Citation of Merit for the Seahurst Park Upland Renovation Project. The Citation of Merit serves to acknowledge the achievements of WRPA member jurisdictions for significant projects that serve to meet the community's needs for parks and recreation facilities and programs.

H. Parking Space Lease at 15811 Ambaum Blvd. SW

Staff has arranged a short term lease of 14 contiguous parking spaces in the interim city hall garage. The lease is for 24 months at $490 per month beginning August 1, 2009 when our present office lease expires. This facility will provide city vehicles with secure, covered parking, on nights and weekends when the vehicles are not in use on official business.

I. City Arts Corp Program at Cedarhurst School

For the past several years, the City has contracted with Arts Corps to bring after-school arts education directly to Burien youth at their school site. Arts Corps is the largest non-profit arts education agency in the Seattle area, and was founded on the mission that all young people, not just those with resources, should have access to quality arts learning experiences. For the second year, the City has co-funded the program at Cedarhurst School. This year's program began in March and recently concluded. Five (5) classes for kindergarten through fifth graders created clay sculptures with artist Monad Elohim. Cedarhurst teachers were provided instructional information following the program, so that other classes could also potentially continue. Participating youth will also be writing poetry about their visual art experience.

J. Annual Spring Egg Hunt & Bunny Breakfast

Approximately 700 children descended on the Burien Community Center & Dottie Harper Park grounds on April 11 for this popular family event. Toddlers were delighted to have their separate activity in the "Peter Cotton Tail House". Different rounds were held in both parks for segregated age groups ranging from 4 to 11 years old. The pre-event Bunny Breakfast was a smash success, with around 100 additional people attending this year. Staff will be discussing capacity "challenges" with the Breakfast event this week. Photo opportunities with the costumed Easter Bunny were also an event highlight. The Burien Lions Club co-sponsored the Bunny Breakfast, and the Burien Co-op Preschool provided volunteers to assist staff with the Egg Hunt.

K. Late Night Teen Participants Visit Redmond Program

On April 10, the City's Friday Late Night Teen Program took 10 participants to a band show at The Redmond Fire House, which is a renowned teen center that showcases bands on the weekends. Our teens listened to 4 bands including *On The Last Day*, which is a local Seattle band with 2 members that are also staff members for the City's Saturday Late Night Program at Sylvester Middle School. Participants also toured the in-house professional recording studio with City of Redmond staff. Everyone is excited about attending another concert soon.

L. Red Light Enforcement Update

By now most citizens have noticed the red light enforcement cameras at 148th, 152nd and 160th, and a few may have even received a warning. As of April 17, we have not yet started issuing citations. The delay is the due to some hiccups in the technical aspects of the cameras and coordination between the City's Vendor Redflex and

King County Court, who operates as the Burien Court system. The switch from warnings to citations should happen any day. To date the cameras have captured and reported more than 1250 incidents, more than 800 violations and over 600 warnings have been generated. Keep in mind that a police officer reviews the video footage from each and every one of these incidents in order to determine if a citation is warranted.

M. Flood Insurance Inquiries

Community Development is getting a number of inquiries from homeowners owning property along the shoreline who have received letters from their banks requiring them to purchase flood insurance. Staff is working with them to provide information and maps to help them determine if they are in fact in the flood plain, and also providing guidance on the process to have their structure removed from the flood plain by way of a the FEMA MT-EZ form when appropriate.

N. Update on SCORE Project

The SCORE member cities' finance departments, in conjunction with Bond Counsel, SCORE's financial advisor and underwriters are actively evaluating and preparing the best financing plan for the life of the SCORE debt. The Build America Bonds (BABs) program is one new option available through the American Recovery and Reinvestment Act of 2009 to SCORE when it issues the estimated $95 million in debt early this fall (after the final project bids are opened and costs are finalized). BABs allow state and local governments to issue taxable governmental bonds and receive either a tax credit or a federal reimbursement for 35% of the financing costs. The benefit to issuing taxable bonds at generally lower nontaxable cost, is that governments will have a much larger international market in which to sell the bonds. Currently, non-taxable bonds have a limited market - those who can benefit from a U.S. tax break. In today's economic climate, with smaller profits and in some cases substantial losses, tax-breaks or credits are less appealing.

O. COPS Grant Could Benefit Annexation

Through the King County Sheriff's Office, Burien has applied for a grant to cover the entry level salary and benefits of up to nine additional officers for 3 years. Contingent on a successful annexation vote, the additional officers would be added to provide service to the PAA. The grant will cover $77,878 per officer – about 50% of the total cost of a sworn deputy. We are competing nationwide for 5500 positions (new or to rehire laid-off staff) and the local jurisdiction receiving the grant must agree to retain the officer's position after the 3 years using local funds. These funds could be particularly useful to Burien because for the first two years after annexation instead of receiving general fund property taxes from the annexation area we will receive the road levy that can be used for street improvements and maintenance but not for police services.

II. COUNCIL UPDATES/REPORTS

A. City Receives Copy of Letter Regarding Puget Sound Park (Pg. 29)

Burien received a copy of a letter written by King County Councilmember Larry Phillips to King County Executive Ron Sims thanking him for withdrawing Puget Sound Park from the list of proposed sites for "sustainable communities and affordable housing demonstration projects." See letter attached.

B. Snow Summit Agenda – April 28, 2009 (Pg. 30)

Burien has received a letter from King County Executive Sims and King County Councilmember Constantine, inviting the Mayor to participate in a "Snow Summit" to learn about some of the lessons learned, changes already made and plans to improve response for next winter. Along with the letter, we received a copy of King County Department of Transportation's December 2008 Snow Event After-Action Report Issued February 6, 2009. This Report will be on file in the City Manager Office, should any Councilmember wish to review it.

C. Tenant Protection Law Follow-Up (Pg. 31)

In response to a request from Council, staff has engaged in further research regarding local tenant protection programs. While our neighboring cities primarily rely on the Washington State Landlord Tenant Law, a few have initiated additional programs. Staff has compiled a summary of those identified programs in the attached memo. Full program descriptions have been attached to the memo.

April 13, 2009

LARRY PHILLIPS
Metropolitan King County Council
District Four

The Honorable Ron Sims
King County Executive
401 5th Avenue, Suite 800
Seattle, WA 98104

Dear Executive Sims: Ron

Thank you for your action to withdraw Puget Sound Park from the list of proposed sites for "sustainable communities and affordable housing demonstration projects," formerly listed in an Executive-proposed ordinance currently available for public review and comment.

Given the City of Burien's stated intent to annex Puget Sound Park and its surrounding community, as well as Burien's stated interest in preserving this neighborhood park, I commend your decision to remove this site from the list, which recognizes that the City of Burien should be able to participate in meaningful joint planning for this site if any changes in land use are to be considered.

I applaud your efforts to increase affordable housing opportunities in our region, and believe that you have made the right choice as a steward of public land to first pursue sites that are already developed. As you know, it is extremely difficult—and prohibitively expensive—to reclaim open space once it has been built up. In our rapidly densifying urban communities, we must work to preserve green spaces where they already exist.

Thank you for again for withdrawing Puget Sound Park from the list of proposed housing sites.

Sincerely,

Larry

Larry Phillips, Councilmember
Metropolitan King County Council, District Four

Enclosure

cc: Metropolitan King County Council
Burien City Council
Mike Martin, City Manager, City of Burien
North Highline Unincorporated Area Councilmembers
Stephanie Warden, Director, King County Dept. of Development & Environmental Services (DDES)
Lisa Dinsmore, Supervisor, King County DDES

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King County

RECEIVED
APR 17 2009
CITY OF BURIEN

April 15, 2009

The Honorable Joan McGilton
Mayor, City of Burien
15811 Ambaum Blvd. SW, Suite C
Burien, WA 98166

Dear Mayor McGilton:

We would like to thank you for your support and collaboration over the past three months as we have worked to improve regional roads and transit responses and communication with the public during extreme weather like last December's snow and ice storms.

Even though it is now spring, we would like to invite you to join us at a short summit for regional leaders to learn about and share some of the lessons learned, changes already made and plans to improve our response for next winter.

The Snow Summit will be held on Tuesday, April 28, 2009, 11:30 a.m. to 1 p.m. at the Community Center at Mercer View (8236 SE 24th Street, Mercer Island, WA 98040). Enclosed with this letter is a copy of the *December 2008 Snow Event After-Action Report* and an agenda for the summit.

King County staffers, along with their counterparts in your communications and public works departments, have held work group meetings over the past few weeks to rethink how we work across jurisdictions to deliver transportation and transit services and how we communicate with each other and with residents in our region.

The result is agreements and plans for coordinating service improvements and testing out new tools to improve communication in order to provide improved service for our residents when the next extreme weather or emergency event impacts our region.

As a leader in our region, we would be honored to have you join us for this short summit to hear solutions that will impact residents in your city next time the weather becomes severe.

Please contact Johnathan Logan in the King County Executive Office, at 206-263-9627 by Thursday, April 23, 2009 to let us know if you will be able to attend the summit or if you have questions. We look forward to hearing from you and seeing you in person.

Sincerely,

Ron Sims
King County Executive

Dow Constantine, Chair
King County Council

Enclosures (2)

cc: Mike Martin, City Manager, City of Burien
Kurt Triplett, Chief of Staff, Office of King County Executive Ron Sims

CITY OF BURIEN, WASHINGTON

MEMORANDUM

DATE: April 27, 2009

TO: Honorable Mayor and City Council
Mike Martin, City Manager

FROM: Jenn Ramirez Robson, Management Analyst

SUBJECT: Tenant protection law follow-up

In response to a request from Council, staff has engaged in further research regarding local tenant protection laws or programs. While our neighboring cities primarily rely on the Washington State Landlord Tenant Law, a few have initiated additional programs. Staff has compiled a summary of those identified programs. A full description of each program has been attached to this memo.

- **Tenant Rights Outreach Materials:** The cities of Kent and Tukwila have outreach materials available on their web sites. The outreach materials are modified versions of the Washington State brochure on the state landlord-tenant laws. The modified versions include city contact numbers such as code enforcement and public works as well as contact information for local resources.

- **Tenant Relocation Assistance:** The City of Tukwila, through its Human Services Department, offers tenant relocation assistance in cases where a dwelling is condemned or deemed unlawful to occupy by the City of Tukwila. In this situation the City would advance up to $2000 to eligible displaced tenants if the landlord does not supply the funds within seven days of the condemnation, eviction or displacement order. The landlord would then be required to reimburse the City of Tukwila or incur civil penalties. The City of Bellevue has an identical program.

- **Crime-Free Rental Housing Program:** The City of Des Moines, as part of their business licensing program (DMMC 5.64), requires that every rental housing facility will undergo a "crime prevention through environmental design (CPTED)" walk-through and inspection to identify for correction those areas that may pose a security or safety issue. There is a fee per unit cost. The inspections cover the exterior of the facility but not the interior of the units. The City of Des Moines performs this inspection on a yearly basis.

- **Rental Licensing program**: The City of Pasco (PMC 5.78) requires that all rental units must be licensed, registered, maintained, inspected and certified. A certificate of inspection for every unit is required every two years.

- **Apartment Managers Network:** The City of SeaTac facilitates an Apartment Managers Network. The purpose of the forum is to promote continuing education, networking and information exchange through quarterly meetings.

Volunteer Legal Services

Lawyer Referral 206-623-2551 **TTY** 206-623-2766
King County Bar Assoc. Community Legal Services Program
900 Fourth Ave, Suite 600 Seattle, WA 98164-1060
Web Address: http://www.kcba.org

Refers low-income people with civil legal problems (including housing issues) to volunteer attorneys. All attorneys are in good standing with the Washington State Bar Association and are required to carry errors and omissions insurance.

Hours/Days: 8a.m. – 5p.m. (M – F)
How to Apply: Call for screening and referral.

Neighborhood Legal Clinics

206-340-2593
King County Bar Association
Community Legal Services Program
Web Address: http://www.kcba.org

The 16 Neighborhood Legal Clinics offer the public a free half-hour consultation with an attorney. These clinics address a wide variety of general civil legal topics including landlord/tenant issues. Attorneys determine whether the client has a legal problem, suggest possible options and provide appropriate sources for referral. However, attorneys do not represent clients in court or draft legal documents.

Hours/Days: 9a.m.-Noon (M – Th)
How to Apply: Call to schedule an appointment
Phone consultations may be available for seniors without the ability to travel to appointments.

Catholic Community Services

Legal Action Center 206-324-6890
1229 W. Smith St. Kent, WA 98032-4317
Web Address: http://southkingcounty-center.catholiccharitiesseattlearch.org/

Legal services are provided for low-income people throughout Seattle/King County. Handles landlord-tenant problems (including eviction) and consumer protection and debtor-creditor issues. The program uses volunteer and staff attorneys.

Hours/Days: 9a.m.-noon and 2p.m. – 5p.m. (M – F)
Clients are usually seen on Tuesdays, Thursdays or Saturdays at outreach sites.
How to Apply: Call for appointment.
Eligibility: Clients must be at or below approximately 125% of poverty level. Call to determine eligibility.

DISCLAIMER

The City of Kent makes no representations or warranties as to the truth, accuracy or completeness of any statements, information or materials concerning the information that may be contained in this brochure. Referrals to external resources do not constitute endorsements by the City of Kent. In no event will the City of Kent be liable for any direct, indirect, punitive, special, incidental or consequential damages, however they may arise, and even if the City of Kent has been advised of the possibility of such damages. This information is only provided as a resource tool for tenants.

KENT
WASHINGTON

A Guide to Landlord and Tenant Issues

Rights of All Tenants

Renters who are not covered by the Landlord-Tenant Act do have these basic rights under other state laws:

- ✓ **Right to a livable dwelling**
- ✓ **Protection from unlawful discrimination**
- ✓ **Right to hold the landlord liable for damage caused by the landlord's negligence**
- ✓ **Protection against lockouts and seizure of personal property by the landlord**

Provided as a Service for the City of Kent as a Resource Tool for Tenants. Material is based on information from the Attorney General's Office and has been modified by the City of Kent.

Resources

The following is a list of resources not associated with the City of Kent who provide information or assistance regarding landlord-tenant issues.

Tenants Union

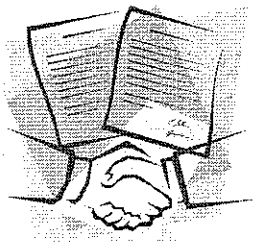
Hotline 206-723-0500 **Office/Members** 206-722-6848
902 S. Ferdinand Seattle, WA 98118
Web Address:
http://www.tenantsunion.org/

Maintains phone line and walk-in service to provide information on landlord-tenant laws for tenants with immediate housing problems. Assists in organizing groups of tenants to bring about landlord compliance with the Landlord-Tenant Act and existing housing codes. Provides community information on tenant issues and advocates for tenants rights. Does not provide legal counsel, but does provide referrals to appropriate counsel.

Hours/Days: Office, Hotline & Walk-in Hours: 11a.m. – 5p.m. (M, TU, W, F) 11a.m. – 7p.m. (TH)
Eligibility: Any tenant in Washington State.
How to Apply: Call or Walk In.

Fremont Public Association

Housing Services - Landlord-Tenant Hotline 206-694-6767
1501 N. 45th St Seattle, WA 98103
Web Address: http://www.fremontpublic.org/



Informs clients about the rights and responsibilities of landlords and tenants provided under the State of Washington's Landlord-Tenant Act. Provides advocacy and referral for tenants facing eviction. Mediates between landlords and tenants on eviction, repair, and deposit disputes, as well as provides information for tenants on retrieving deposits through small claims court.

Hours/Days: Office: 8:30a.m. – 5p.m. (M – F)
Eligibility: No restrictions, but services are targeted to households at or below 80% of the state median income level.
How to Apply: Call or Walk In.

King County Dispute Resolution Center

Conflict Resolution - Hotline 206-443-9603
Web Address: http://www.kcdrc.org

Services include problem solving, conciliation, and mediation. Types of problems the center will handle include: Neighborhood problems (noise, pets other nuisances), landlord-tenant issues (deposits, repairs, damages, etc.) Types of problems the center will not handle include: Any problem requiring legal assistance, problems involving violence of any kind, or problems in which one of the parties chooses not to participate.

Hours/Days: 8:30a.m.–5:30p.m. (M – F)
Eligibility: Persons who work or reside in King County.
How to Apply: Call.

Mobile Homeowners of America

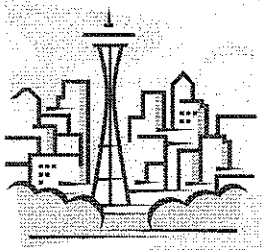
Consumer Assistance Program 425-485-4343
10137 Main St. Bothell, WA 98011

Provides information and referral services for persons living in mobile homes. Advises on landlord/tenant, manufacturer/dealer, and consumer issues. Staffs a consumer complaint hotline and provides referrals to agencies that do mediations for mobile home issues.

Hours/Days: 9a.m. – 3:30p.m. (M – F)
Eligibility: Rent, own, or be interested in owning a mobile or manufactured home.
How to Apply: Call or Write.

Washington State Attorney General's Office

Consumer Resource Center
Consumer Line 1-800-692-5082
Spanish 1-509-734-7140
900 4th Ave Suite 2000
Seattle, WA 98164
Web Address:
http://www.wa.gov/ago/



Over 100 brief taped phone messages are available including: landlord/tenant info, condominiums, and moving.

Hours/Days: Touch Tone Callers: 24 hours Daily - Rotary Callers: 9a.m. – 4p.m. (M – F)
Eligibility: Statewide. Information relates to Washington state.
How to Apply: Call.

Washington State Bar Association

Consumer Information Pamphlet Program 206-443-9722
2101 4th Ave, Fourth Floor Seattle, WA 98121-2330
Web Address: http://www.wsba.org

Publishes a series of consumer information pamphlets on various legal topics to educate citizens about their legal rights and responsibilities, answer frequently asked questions, and explain basic aspects of Washington State laws. Pamphlet topics include: Landlord/Tenant Rights and Alternatives to Court

How to Apply: Request single copies of pamphlets in writing; include a long (#10 business size), self-addressed, stamped envelope for each title requested.

This information is provided by the Attorney General's Office to give general information about the state's Residential Landlord-Tenant Act (RCW 59.18).

This is a lengthy and complicated law which continues to be interpreted by the courts. Contacting an attorney when dealing with your specific landlord-tenant question is highly recommended.

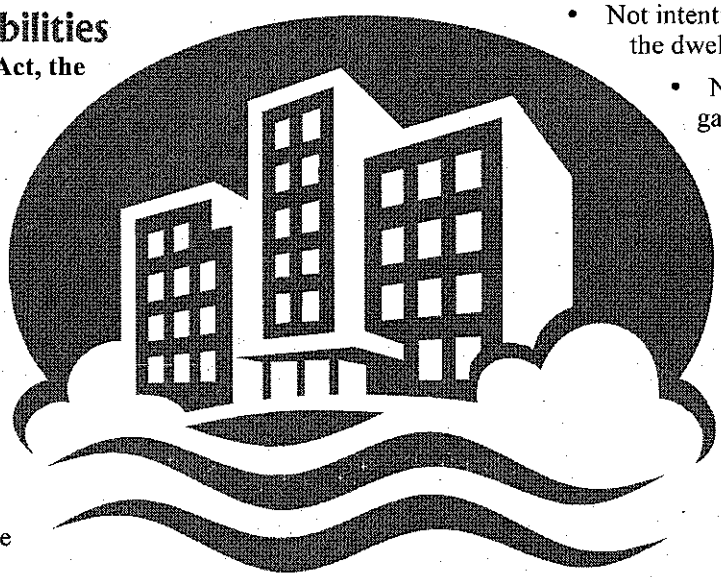
*Renters of a space in a mobile home park are generally not covered by the Residential Landlord-Tenant Act. They are usually covered by the state's Mobile Home Landlord-Tenant Act (RCW 59.20). However, renters of both a space and a mobile home are usually covered by the Residential Landlord-Tenant Act.

Landlord's Responsibilities

Under the Landlord- Tenant Act, the landlord must:

- Maintain the dwelling so it does not violate state and local codes in ways which endanger the tenant's health and safety.
- Maintain structural components, such as roofs, floors and chimneys, in reasonably good repair.
- Maintain the dwelling in reasonably weather-tight condition.
- Provide reasonably adequate locks and keys.
- Provide the necessary facilities to supply heat, electricity and hot and cold water.
- Provide garbage cans and arrange for removal of garbage, except in single family dwellings.
- Keep common areas, such as lobbies, stairways and halls, reasonably clean and free from hazards.
- Control pests before the tenant moves in. The landlord must continue to control infestations except in single family dwellings, or when the infestation was caused by the tenant.
- Make repairs to keep the unit in the same condition as when the tenant moved in (except for normal wear and tear).
- Keep electrical, plumbing and heating systems in good repair, and maintain any appliances which are provided with the rental.
- Inform the tenant of the name and address of the landlord or landlord's agent.
- Provide smoke detectors, and ensure they work properly when a new tenant moves in. (Tenants are responsible for maintaining detectors.)

*Important Note: A landlord is not responsible for the cost of correcting problems which were caused by the tenant.



Tenant's Responsibilities

Under the Landlord-Tenant Act, a tenant is required to:

- Pay rent, and any utilities agreed upon.
- Comply with any requirements of city, county or state regulations.
- Keep the rental unit clean and sanitary.
- Dispose of garbage properly.
- Pay for fumigation of infestations caused by the tenant.
- Properly operate plumbing, electrical and heating systems.
- Not intentionally or carelessly damage the dwelling.
- Not engage in or allow any gang-related activity.
- Not permit "waste" (substantial damage to the property) or "nuisance" (substantial interference with other tenants' use of their property).
- Maintain smoke detector device, including replacement of batteries.
- When moving out, restore the dwelling to the same condition as when the tenant moved in, except for normal wear and tear.

If the Rental Needs Repairs

Required Notice

When something in the rental unit needs to be repaired, the first step is for the tenant to give written notice of the problem to the landlord or person who collects the rent.

The notice must include the address and apartment number of the rental, the name of the owner, if known, and a description of the problem.

It is a good idea to deliver the notice personally. If the landlord lives out of town use certified mail and get a return receipt from the post office. The timeframe will begin once the landlord receives the notification.

After giving notice, the tenant must wait the required time for the landlord to begin the process of making repairs. Begin the process does not necessarily mean complete the process. Those required waiting times are:

- 24 hours for no hot or cold water, heat, or electricity, or for a condition which is imminently hazardous to life.
- 72 hours for repair of refrigerator, range and oven, or a major plumbing fixture supplied by landlord.
- 10 days for all other repairs.

The burden is on the landlord to see that repairs are completed promptly.

Tenant's Options

If the landlord has not made any attempt to start the repairs in the appropriate timeframe, contact Code Enforcement or the Tenants Union Hotline at (206) 723-0500 for the most complete information on how to proceed.

City of Kent - Code Enforcement

253-856-5409

If Your Landlord Will Not Make Required Repairs

If you have given written notice of the problem and the landlord will not make required repairs, call City of Kent Code Enforcement to determine if your situation is enforceable in any of the following categories:

My apartment has no heat.

My apartment has no water.

My apartment has an unsafe deck or balcony.

My apartment has rotten floor boards.

The ceiling or roof of my apartment is leaking.

I have a broken window in my apartment.

I am having plumbing problems.

I am concerned about sewer problems.

I am concerned about other problems with the structure of my rental unit.

City of Kent - Police Department

Emergency 911

In the City of Kent, you need to dial 911 whenever you need an officer to respond. This includes when you just need to report a suspicious person or situation. You must dial 911 even when you just need to file a telephone report on a minor crime.

Records Unit

Call the Records Unit with general crime tip information such as narcotic or prostitution activity that is not occurring at the time of your call. Records Unit staff will forward you to the appropriate officer or detective for the type of report. You can reach the Records Unit at 253-856-5800.

City of Kent - Fire Prevention

Contact your landlord FIRST if you have concerns about the fire alarm or fire sprinkler system in your building. If you need more information, contact Fire Prevention at 253-856-4400.

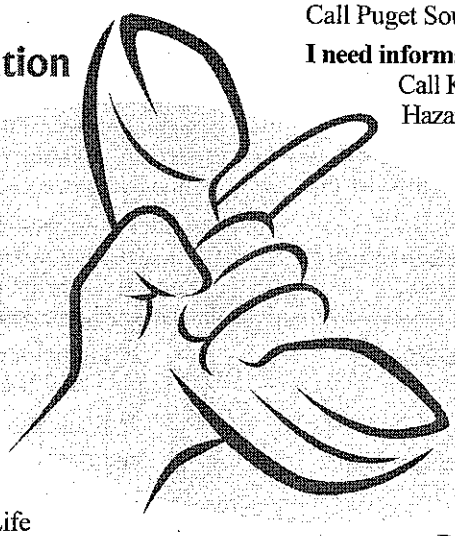
Emergency: 911

Fire and Life Safety (Business Line): 253-856-4300

Fire Prevention: 253-856-4400

Public Education: 253-856-4480

For information on events, classes, handouts or programs offered by Fire and Life Safety Education call 253-856-4480.



City of Kent - Crime Prevention

253-856-5877

Rental housing crime prevention program:

Training, assistance, and problem solving assistance are offered to landlords. If tenants feel that their living situation could be helped if the landlord used solid crime prevention methods to stop criminal activity on the property they may call and provide their landlord's name. The Police Crime Prevention team will contact the owner or manager directly.

Tenant Crime Prevention Training:

Training will be offered to residents of rental housing with the intent to build community feeling and form partnerships with the community. Crime Prevention is the focus of this training. It is facilitated by the manager/landlord, and provided by the Kent Police Crime Prevention Team.

For apartment selection tips, personal safety training, or registration for training opportunities, contact the Kent Police Crime Prevention team at 253-856-5877.
Apartment Selection Tips are also available at the Kent Police web site at: www.ci.kent.wa.us/Police/default.htm

Health Related Concerns

Contact your landlord FIRST if you have health concerns with your rental unit. The following is a general guide for who to call if you need more information regarding health issues.

My rental has a problem with rats.
Call Alder Square Public Health -
Environmental Health Services 206-296-4708

I am concerned about the septic tank.
Call Alder Square Public Health -
Environmental Health Services 206-296-4708

I am concerned about sewage problems.
Call Alder Square Public Health -
Environmental Health Services 206-296-4708 OR call
City of Kent Public Works 253-856-5500 OR call
City of Kent Code Enforcement 253-856-5409

I need information on asbestos.
Call Puget Sound Clear Air Agency 206-343-8800

I need information on household waste.
Call King County Health Department Household Hazards Line 206-296-4692

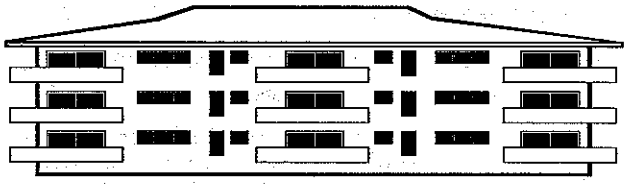
I have questions about mold, mildew or other indoor air quality problems.
Call King County Health Department
Indoor Air Specialists
206-296-4632

I have questions about lead or lead-based paint.
Call National Lead Information Center 1-800-424-5323

Visit their Web Site at: http://www.epa.gov/opptintr/lead/nlic.htm

OR call the EPA Public Environmental Resource Center 206-553-1200

A GUIDE TO LANDLORD AND TENANT ISSUES



Rights of All Tenants

Renters who are not covered by the Landlord-Tenant Act do have these basic rights under other state laws:

- Right to a livable dwelling
- Protection from unlawful discrimination
- Right to hold the landlord liable for damage caused by the landlord's negligence
- Protection against lockouts and seizure of personal property by the landlord

This information is provided by the Washington State Attorney General's Office to give general information about the State's Residential Landlord-Tenant Act (RCW 59.18).

This brochure is provided as a service by the City of Tukwila, as a resource tool for tenants. Material is based on information from the Washington State Attorney General's office, with additional information from the City of Tukwila.

Health Related Concerns

Contact your landlord FIRST if you have health concerns with your rental unit. The following is a general guide for who to call if you need more information regarding health issues.

My rental has a problem with rats.

Call Public Health, Environmental Health Division - Environmental Health Services 206-205-4394

I am concerned about the septic tank.

Call Eastgate District Office - Environmental Health Services 206-296-4932

I am concerned about sewage problems.

If the issue is within your residence or its property, contact the landlord.

If the issue is on a public street, contact Tukwila Public Works 206-433-0179

I need information on asbestos.

Call Puget Sound Clear Air Agency 206-343-8800

I need information on household waste.

Call King County Health Dept. Household Hazards Line 206-296-4692

I have questions about mold, mildew or other indoor air quality problems.

Call King County Health Dept. Indoor Air Specialists 206-296-4632

I have questions about lead or lead-based paint.

Call National Lead Information Center 1-800-424-5323
(Website: http://www.epa.gov/opptintr/lead/nlic.htm

OR

Call the EPA Public Environmental Resource Center 206-553-1200

Tenant's Responsibilities

Under the Landlord-Tenant Act, a tenant is required to:

- Pay rent, and any utilities agreed upon.
- Comply with any requirements of City, County or State regulations.
- Keep the rental unit clean and sanitary.
- Dispose of garbage properly.
- Pay for fumigation of infestations caused by the tenant.
- Properly operate plumbing, electrical and heating systems.
- Not intentionally or carelessly damage the dwelling.
- Not engage in or allow any gang-related activity.
- Not permit "waste" (substantial damage to the property) or "nuisance" (substantial interference with other tenants' use of their property).
- Maintain smoke detector device, including replacement of batteries.
- When moving out, restore the dwelling to the same condition as when the tenant moved in, except for normal wear and tear.

If the Rental Needs Repairs

Required Notice

When something in the rental unit needs to be repaired, the first step is for the tenant to give written notice of the problem to the landlord or person who collects the rent. The notice must include the address and apartment number of the rental, the name of the owner, if known, and a description of the problem.

It is a good idea to deliver the notice personally. If the landlord lives out of town, use certified mail and get a return receipt from the post office. The timeframe will begin once the landlord receives the notification.

After giving notice, the tenant must wait the required time for the landlord to begin the process of making repairs. BEGIN the process does not necessarily mean COMPLETE the process. Those required waiting times are:

- 24 hours for no hot or cold water, heat, or electricity, or for a condition which is imminently hazardous to life.
- 72 hours for repair of refrigerator, range and oven, or a major plumbing fixture supplied by landlord.
- 10 days for all other repairs.

The burden is on the landlord to see that repairs are completed promptly.

Landlord's Responsibilities

Under the Landlord- Tenant Act, the landlord must:

- Maintain the dwelling so it does not violate state and local codes in ways which endanger the tenant's health and safety.
- Maintain structural components, such as roofs, floors and chimneys, in reasonably good repair.
- Maintain the dwelling in reasonably weather-tight condition.
- Provide reasonably adequate locks and keys.
- Provide the necessary facilities to supply heat, electricity and hot and cold water.
- Provide garbage cans and arrange for removal of garbage, except in single family dwellings.
- Keep common areas, such as lobbies, stairways and halls, reasonably clean and free from hazards.
- Control pests before the tenant moves in. The landlord must continue to control infestations except in single family dwellings, or when the infestation was caused by the tenant.
- Make repairs to keep the unit in the same condition as when the tenant moved in (except for normal wear and tear).
- Keep electrical, plumbing and heating systems in good repair, and maintain any appliances which are provided with the rental.
- Inform the tenant of the name and address of the landlord or landlord's agent.
- Provide smoke detectors, and ensure they work properly when a new tenant moves in. (Tenants are responsible for maintaining detectors.)

* Important Note: A landlord is not responsible for the cost of correcting problems which were caused by the tenant.

This is a lengthy and complicated law which continues to be interpreted by the courts. Contacting an attorney when dealing with your specific landlord-tenant question is highly recommended.

* Renters of a space in a mobile home park are generally not covered by the Residential Landlord-Tenant Act. They are usually covered by the state's Mobile Home Landlord-Tenant Act (RCW 59.20). However, renters of both a space and a mobile home are usually covered by the Residential Landlord-Tenant Act.

Welcome to Tukwila's Guide to Landlord and Tenant Issues. In many cases, landlords and tenants resolve problems effectively with good communication. The information presented here serves as next step resources for tenants who don't know where to turn.

TUKWILA RESOURCES

Code Enforcement, City of Tukwila

206-431-3682

If you have given written notice of the problem and the landlord will not make required repairs, call the City of Tukwila Code Enforcement office to determine if your situation is enforceable in any of the following categories:

- My apartment has no heat.
- My apartment has no water.
- My apartment has an unsafe deck or balcony.
- My apartment has rotten floor boards.
- The ceiling or roof of my apartment is leaking.
- I have a broken window in my apartment.
- I am having plumbing problems.
- I am concerned about sewer problems.
- I am concerned about other problems with the structure of my rental unit.

OTHER RESOURCES

THESE ARE AGENCIES NOT ASSOCIATED WITH THE CITY OF TUKWILA WHO PROVIDE INFORMATION OR ASSISTANCE REGARDING LANDLORD-TENANT ISSUES.

Tenants Union

Maintains phone line and walk-in service to provide information on landlord-tenant laws for tenants with immediate housing problems. Assists in organizing groups of tenants to bring about landlord compliance with the Landlord-Tenant Act and existing housing codes. Provides community information on tenant issues and advocates for tenants rights. Does not provide legal counsel, but does provide referrals to appropriate counsel.

Phone: Hotline – 206-723-0500; office – 206-722-6848
Address: 3902 S. Ferdinand, Seattle, WA 98118
Web Address: http://www.tenantsunion.org
Hours/Days: Mon, Tue, Wed & Fri – 11:00AM to 5:00PM; Thur – 11:00AM to 7:00PM
Eligibility: Any tenant in Washington State.
How to Apply: Call or walk in.

Fremont Public Association Housing Services

Informs clients about the rights and responsibilities of landlords and tenants provided under the State of Washington's Landlord-Tenant Act. Provides advocacy and referral for tenants facing eviction. Mediates between landlords and tenants on eviction, repair and deposit disputes. Provides information for tenants on retrieving deposits through small claims court.

Phone: Landlord/Tenant Hotline – 206-694-6767
Address: 1501 N. 45th St Seattle, WA 98103
Web Address: http://www.fremontpublic.org
Hours/Days: Monday thru Friday, 8:30AM – 5:00PM
Eligibility: No restrictions, but services are targeted to households at or below 80% of the State median income level.
How to Apply: Call or walk in.

King County Dispute Resolution Center

Services include problem solving, conciliation and mediation. Issues handled by the Center include neighborhood problems (noise, pets, other nuisances), and landlord-tenant issues (deposits, repairs, damages, etc.). Issues not handled by the Center include any problem requiring legal assistance, problems involving violence of any kind, or problems in which one of the parties chooses not to participate.

Phone: Conflict Resolution Hotline – 206-443-9603
Web Address: http://www.kcdrc.org
Hours/Days: Monday thru Friday, 8:30AM–5:00PM
Eligibility: Persons who work or reside in King County.
How to Apply: Call.

WA State Attorney General's Office, Consumer Resource Center

Over 100 brief phone recordings are available, including landlord/tenant information, condominiums, and moving.

Phone: Consumer Line – 1-800-692-5082
Spanish – 1-509-734-7140
Address: 900 - 4th Avenue, Suite 2000
Seattle, WA 98164
Web Address: http://www.wa.gov/ago
Hours/Days: Touch-tone callers – 24 hours daily
Rotary callers – Monday thru Friday, 9:00AM–4:00PM
Eligibility: Statewide. Information relates to Washington State.
How to Apply: Call.

Police Department, City of Tukwila

Emergency: 911

In the City of Tukwila, you need to dial 911 whenever you need an officer to respond. This includes when you just need to report a suspicious person or situation. You must dial 911 even when you just need to file a telephone report on a minor crime.

Anti-Crime Unit

Call the Tukwila Police Department Tip Line with general crime tip information such as narcotic or prostitution activity that is not occurring at the time of your call. Your information will be forwarded to the appropriate officer or detective for investigation. You can reach the Tip Line at 206-431-3689.

Fire Prevention, City of Tukwila

Contact your landlord FIRST if you have concerns about the fire alarm or fire sprinkler system in your building. If you need more information, contact Fire Prevention at 206-575-4404.

Emergency: 911

Crime Prevention, City of Tukwila

Crime Prevention Office – 206-242-8084

Neighborhood Resource Center – 206-243-6506

The Crime-free Multi-Family Housing program has been shown to drastically reduce criminal activity in apartment communities, increase tenant satisfaction, and reduce property damage. This three-phase certification program includes manager training in crime prevention methods to and applying proven safety standards to the property. Training courses are offered several times a year. Call for more information. For a list of Tukwila's certified properties, go to http://www.ci.tukwila.wa.us/police/pdcrimep.htm.

Training and Services

Members of the Crime Prevention Unit are available to conduct safety inspections of home or businesses to help identify potential problem areas so that homes and businesses are more secure. Crime Prevention Unit members also conduct other training sessions for residents (through Block Watch meetings) and for businesses (such as armed robbery prevention and workplace violence).

Washington State Bar Association

The Consumer Information Pamphlet Program publishes a series of consumer information pamphlets on various legal topics to educate citizens about their legal rights and responsibilities, answer frequently asked questions, and explain basic aspects of Washington State laws. Pamphlet topics include Landlord/Tenant Rights and Alternatives to Court.

Phone: 206-443-9722
Address: 2101 - 4th Avenue, Fourth Floor
Seattle, WA 98121-2330
Web Address: http://www.wsba.org
How to Apply: Request single copies of pamphlets in writing; include a long (#10 business size) self-addressed, stamped envelope for each title requested.

Volunteer Legal Services Lawyer Referral

The King County Bar Association Community Legal Services Program refers low-income people with civil legal problems (including housing issues) to volunteer attorneys. All attorneys are in good standing with the Washington State Bar Association and are required to carry errors and omissions insurance.

Phone: 206-623-2551
TTY – 206-623-2766
Address: 900 Fourth Avenue, Suite 600, Seattle, WA 98164-1060
Web Address: http://www.kcba.org
Hours/Days: Monday thru Friday, 8:00AM–5:00PM
How to Apply: Call for screening and referral

Neighborhood Legal Clinics

The King County Bar Association Community Legal Services Program has Neighborhood Legal Clinics which offer the public a free half-hour consultation with an attorney. These clinics address a wide variety of general civil legal topics including landlord/tenant issues. Attorneys determine whether the client has a legal problem, suggest possible options, and provide appropriate sources for referral. However, attorneys do not represent clients in court or draft legal documents.

Phone: 206-340-2593
Web Address: Web Address: http://www.kcba.org
Hours/Days: Monday thru Friday, 9:00AM–NOON
How to Apply: Call to schedule an appointment. Phone consultations may be available for seniors without the ability to travel to appointments.

Catholic Community Services Legal Action Center

Legal services are provided for low-income people throughout Seattle/King County. Handles landlord-tenant problems (including eviction) and consumer protection and debtor-creditor issues. The program uses volunteer and staff attorneys.

Phone: 206-324-6890
Address: 1229 W. Smith St. Kent, WA 98032-4317
Web Address: http://southkingcounty-center.catholiccharitiesseattlearch.org
Hours/Days: Monday thru Friday, 9:00AM–NOON and 2:00–5:00PM
Clients are usually seen on Tuesdays, Thursdays or Saturdays at outreach sites.
Eligibility: Clients must be at or below approximately 125% of poverty level. Call to determine eligibility.
How to Apply: Call for appointment.

Chapter 8.46
RELOCATION ASSISTANCE PROGRAM

Sections:

8.46.010 Purpose

The purpose of this chapter is to establish, pursuant to RCW 59.18.085, a relocation assistance program for tenants whose dwellings have been condemned by the City.

(Ord. 2122 §1(part), 2006)

8.46.020 Notification of Relocation Assistance

At the time the City notifies a landlord that a dwelling is condemned or unlawful to occupy due to the existence of conditions that violate applicable codes, statutes, ordinances, or regulations, the City shall also notify both the landlord and the tenant(s) that the tenant(s) may be entitled to relocation assistance from the landlord under RCW 59.18.085.

(Ord. 2122 §1(part), 2006)

8.46.030 Advancement of Relocation Assistance

If the City determines that the tenant(s) are entitled to relocation assistance, and the landlord has failed to provide the tenant(s) with relocation assistance within seven days of the City notifying the landlord of the condemnation, eviction or displacement order, the City may advance the cost of relocation assistance to the tenant(s). The amount of relocation assistance advanced shall be no more than $2,000 or three times the monthly rent, whichever is greater.

(Ord. 2122 §1(part), 2006)

8.46.040 Reimbursement of Relocation Assistance

The landlord shall reimburse the City the relocation assistance advanced by the City to the tenant(s) within 60 days from the date that the City first advanced said funds.

(Ord. 2122 §1(part), 2006)

8.46.050 Penalty

Failure by the landlord to repay the City for the advanced relocation assistance within 60 days shall result in the assessment of civil penalties in the amount of $50 per day for each displaced tenant. In addition, interest shall accrue at the maximum legal rate of interest permitted under RCW 19.52.020, commencing 30 days after the date the City first advanced relocation assistance funds to the displaced tenant(s). The City shall also be entitled to attorney's fees and costs arising from any legal action taken to recover unpaid relocation assistance, penalties and interest. The City may also recover advanced relocation assistance, penalties and interest pursuant to TMC 8.45.200 Remediation/Penalties.

(Ord. 2122 §1(part), 2006)

8.46.060 Exemption from Reimbursement of Relocation Assistance

A. The landlord may be exempt from reimbursing the City for relocation assistance if the landlord can demonstrate by a preponderance of the evidence within seven days of the City sending notice of the condemnation, eviction or displacement order that the condition(s) causing the dwelling to be condemned or unlawful to occupy was directly caused by:

1. a tenant's or any third party's illegal conduct without the landlord's prior knowledge;
2. a natural disaster, such as an earthquake, tsunami, wind storm or hurricane; or
3. the acquisition of the property by eminent domain.

B. Relocation assistance will not be advanced to a tenant who has entered into a rental agreement after official notice has been given to the landlord, but before the violations have been corrected.

(Ord. 2122 §1(part), 2006)

Chapter 5.64
RENTAL HOUSING

Sections

5.64.010 Findings.

The recitals set forth in the ordinance codified in this chapter are by this reference incorporated herein as the city council's findings. [Ord. 1351 § 1, 2004.]

5.64.020 Definitions.

(1) Use of Words and Phrases. As used in this chapter, unless the context or subject matter clearly requires otherwise, the words or phrases defined in this section shall have the indicated meanings.

(2) "Certificate of completion" means a written certificate from the city of Des Moines police department issued to the owner/licensee of a rental housing facility or to the owner's/licensee's designee who actively manages the rental housing facility attesting that the owner/licensee or designee has successfully completed the city of Des Moines police department's crime-free rental housing program or has provided evidence, satisfactory to the city of Des Moines chief of

police, of successful completion of an equivalent program conducted by a Washington State law enforcement agency.

(3) "Certified crime-free rental housing property" means a rental housing facility that is in total compliance with all of the provisions of this chapter and has received a written certificate from the city of Des Moines police department attesting that:

(a) The rental housing facility has had no police calls for service during the previous year; or

(b) The number of police calls for service to the rental housing facility has been significantly reduced during the previous year.

(4) "Crime-free housing endorsement" means a written certificate or a printed endorsement on the business license attesting that:

(a) The owner/licensee has paid the city of Des Moines crime-free housing endorsement fee in addition to the business license fee;

(b) The owner/licensee or the owner's/licensee's designee who actively manages the rental housing facility has completed the requirements of the city of Des Moines crime-free rental housing program; and

(c) The owner/licensee and the rental housing facility are otherwise in compliance with all of the provisions of this chapter.

(5) "Operate rental housing" means creation of a possessory interest in residential real property in another party by a lease, sublease, express or implied rental agreement, or tenancy from period to period, for the purpose of gain or profit.

(6) "Rental housing facility" means rental housing of one or more "rental units" under the same ownership and management on the same or contiguous property.

(7) "Rental unit" means any structure, building or place or part of a structure, building or place suitable for habitation with a separate entrance and exit that is rented by the owner to another and used as a home, residence, or sleeping place by one or more persons, including but not limited to a single-family home, room or apartment, e.g., a house is one rental unit, a duplex is two rental units, a fourplex is four rental units, etc. [Ord. 1351 § 2, 2004.]

5.64.030 General license requirement.

Except for those organizations that are exempt from business license requirements under DMMC 5.04.050, it is unlawful to operate rental housing in the city of Des Moines without a business license issued pursuant to chapter 5.04 DMMC. A separate license is required for each rental housing facility and the licensee shall be the owner of the rental housing facility. [Ord. 1351 § 3, 2004.]

5.64.040 Crime-free housing endorsement requirement.

(1) Beginning January 1, 2005, in addition to the general business license required by chapter 5.04 DMMC it is unlawful to operate rental housing in the city of Des Moines without a crime-free housing endorsement issued pursuant to this chapter.

(2) A separate crime-free housing endorsement is required for each business license for each rental housing facility within the city. [Ord. 1351 § 4, 2004.]

5.64.050 Grounds for denial of business license or crime-free housing endorsement.

No business license or crime-free housing endorsement shall be issued to any applicant:

(1) Who has been convicted, or who employs any management personnel who have been convicted, within the previous one year, of a misdemeanor or gross misdemeanor that relates directly to the operation of rental housing;

(2) Who has been convicted, or who employs any management personnel who have been convicted, within the previous five years, of a felony that relates directly to the operation of rental housing; or

(3) Who has been or who employs any management personnel who have, within the previous two years, been subject to a civil judgment based upon fraud, misrepresentation, violation of the Washington Consumer Protection Act or similar state or federal statute, or any other judgment or cease and desist order relating to business activities. [Ord. 1351 § 5, 2004.]

5.64.060 Rental housing license suspension or revocation.

The city manager or designee may deny, suspend or revoke a business license or the crime-free housing endorsement with cause, including, but not limited to, the following:

(1) Procurement of the license or endorsement by fraud or misrepresentation;

(2) Failure to comply with any of the provisions of this chapter, or any other city ordinance;

(3) Conviction of the owner/licensee, or any of owner's/licensee's management personnel, of a crime, or entry against the owner/licensee or owner's/licensee's management personnel of a civil judgment or consent decree which bears a direct relationship to the operation of rental housing;

(4) Causing or permitting a public nuisance, as defined in chapter 9.64 DMMC;

(5) Engagement in, permitting, or acquiescing in unlawful activity at the rental housing facility by the owner/licensee or the owner's/licensee's designee who actively manages the rental housing facility;

(6) Noncompliance by the owner/licensee or the owner's/licensee's designee who actively manages the rental housing facility with any notice and order with regard to a violation of this chapter; or

(7) Continued operation of rental housing that will, for any other reason, result in a substantial danger to the public health, safety or welfare. [Ord. 1351 § 6, 2004.]

5.64.070 Crime-free rental housing program.

(1) The city has established and will continue, through the Des Moines police department, a "crime-free rental housing program" that will be an active coalition of property owners, managers, residents and law enforcement with the goal of reducing crime and improving the quality of life for residents of rental housing. The crime-free rental housing program shall consist of the following three phases:

(a) Phase 1 – Workshop. Property owners, managers and leasing staff will receive a minimum of an eight-hour workshop that will include training on rental applications, rental agreements, tenant screening, evictions, Section 8 housing, working with the police, criminal background checks, drugs in your rentals, and crime prevention through environmental design (CPTED).

(b) Phase 2 – CPTED. The Des Moines police department's crime-free liaison officer will schedule a "crime prevention through environmental design (CPTED)" walk-through and inspection of the rental housing facility to identify for correction those areas that may pose a security or safety issue.

(c) Phase 3 – Safety Social. A community meeting will be held to inform tenants of the effort of the management team and the police department and how they should participate, to address community specific issues and the crime-free lease addendum, and to present new crime prevention techniques and practices.

(2) Each owner/licensee of a rental housing facility with a crime-free housing endorsement, or the owner's/licensee's designee who actively manages the rental housing facility, shall attend and complete, at least every three years, the Des Moines police department's crime-free rental housing workshop or shall provide evidence, satisfactory to the Des Moines chief of police, of successful completion of an equivalent program conducted by a Washington State law enforcement agency.

(3) The owner/licensee of every rental housing facility within the city, or the owner's/licensee's designee who actively manages the rental housing facility, shall, on or before each annual renewal of the rental housing facility's business license and crime-free housing endorsement:

(a) Schedule and complete the annual CPTED walk-through and inspection of the rental housing facility by the city of Des Moines police department; and

(b) Schedule and conduct the annual community safety social for the rental housing facility.

(4) For those rental housing facilities for which the initial crime-free housing endorsement will be issued on January 1, 2005, each owner/licensee or designee shall complete the crime-free rental housing program on or before December 31, 2005.

(5) After January 1, 2005, any new owner/licensee or designee shall have six months from the date of acquisition of the rental housing facility to complete the crime-free rental housing program.

(6) Upon successful completion of the crime-free rental housing program, the owner/licensee or designee shall receive a "certificate of completion" from the city of Des Moines police department attesting that the owner/licensee or designee has successfully completed the crime-free rental housing program. [Ord. 1351 § 7, 2004.]

5.64.080 Crime-free housing endorsement fee.

(1) The crime-free housing endorsement fee for the business license year starting January 2005 shall be $100.00 per rental unit.

(2) The crime-free housing endorsement fee for the business license years 2006 and thereafter shall be set by the city manager based upon the recommendation of the city of Des Moines police chief, whose recommendation shall be determined by the actual costs of administration of the crime-free rental housing program.

(3) The crime-free housing endorsement fee shall be for the business license year, as set forth in DMMC 5.04.040, and each applicant must pay the full fee for the current license year or any portion thereof during which the applicant has engaged in the operation of rental housing.

(4) The crime-free housing endorsement fee required by this chapter is in addition to the general business license fee required by chapter 5.04 DMMC. [Ord. 1351 § 8, 2004.]

5.64.090 Crime-free housing revenue account – Dedication of revenue.

(1) There is established a "crime-free housing revenue account."

(2) Revenue generated from crime-free housing endorsement fees shall be dedicated to the administration of the city's crime-free rental housing program, including all costs and overhead related to the enforcement of all codes to which rental housing facilities are subject. [Ord. 1351 § 9, 2004.]

5.64.100 Penalties.

(1) Beginning on July 1, 2005, for every police service call involving gang, drug or vice related activities or any other serious and significant criminal activity as determined by the chief of police, the owner and tenant of the rental unit requiring the police service call shall be assessed, jointly and severally, the actual costs of the police service call or $50.00, whichever amount is greater.

(2) Any rental housing license or endorsement fee due and unpaid under this chapter, and all penalties and assessments imposed by this chapter may be collected by civil action, which remedy shall be in addition to any and all other existing remedies and penalties.

(3) Operating rental housing within the city without a business license and a crime-free housing endorsement is a class 1 civil infraction. [Ord. 1351 § 10, 2004.]

5.64.110 Hearing examiner appeal.

(1) Any person or business who has been assessed a penalty under this chapter or whose rental housing license or crime-free housing endorsement has been denied, suspended or revoked may appeal to the hearing examiner from such finding by filing a written notice of appeal with the city clerk or designee within 10 calendar days from the time such business was given notice of such denial, suspension or revocation.

(2) Appeals from a penalty assessment or from the denial, suspension or revocation of a rental housing license or endorsement under this chapter will be governed by the provisions of chapter 18.94 DMMC. [Ord. 1351 § 11, 2004.]

5.64.120 Mandatory review.

This chapter shall be brought before the city council for a mandatory review no later than five years after its effective date. [Ord. 1351 § 12, 2004.]

City of Pasco
City Clerk's Office
525 N 3rd Ave PO Box 293
Pasco WA 99301
Ph: 509-545-3402 Fax: 509-543-5727
www.pasco-wa.gov

PMC CHAPTER 5.78 RENTAL LICENSE

5.78.010 LICENSE REQUIRED. No person shall make available for rent, or rent, lease, or let, to the public any residential dwelling unit as defined in Section 5.04.160(a) of this title without securing and maintaining a current business license as required by Chapter 3.07 of this title. (Ord. 3560 Sec. 48, 2002; Ord. 3231 Sec. 2, 1997.)

5.78.020 INSPECTION REQUIRED. A) As a condition for the issuance of a license provided by this chapter, the applicant shall provide a certificate of inspection that all of the applicant's rental dwelling units comply with the standards of the Uniform Housing Code and do not present conditions that endanger or impair the health or safety of a tenant including:

1) Structural members that are insufficient in size or strength to carry imposed loads with safety;
2) Exposure of the occupants to the weather;
3) Plumbing and sanitation defects that directly expose the occupants to the risk of illness or injury;
4) Lack of water, including hot water;
5) Heating or ventilation systems that are not functional or are hazardous;
6) Defective, hazardous, or missing electrical wiring or electrical service;
7) Defective or inadequate exits that increase the risk of injury to occupants;
8) Violations that increase the risks of fire; or
9) Violations of other applicable codes, rules or regulations.

B) Timing of inspection. To facilitate the availability of an inspection by each applicant, at the time of application, an inspection renewal period shall be established upon which the applicant shall submit its initial certificate of inspection and the corresponding renewal date of the certificate of inspection two years thereafter. The renewal periods shall be divided into calendar quarters over a two year period and assigned to the applicant at the time of registration on a rotational basis. The first calendar quarter shall commence on the first date of January, terminating on the last day of March; the second calendar quarter shall commence on the first day of April and terminate on the last day of June; the third calendar quarter shall commence on the first day of July and terminate on the last day of September; and the fourth calendar quarter shall commence on the first day of October and terminate on the last day of December, with one half of which shall be scheduled in years ending with an even digit and the remaining half being scheduled in years ending with an odd digit. Certificates of inspection shall be submitted no later than the last day of the applicant's assigned calendar quarter. During the first two years of the implementation of this ordinance, the applicant shall be granted a provisional business license pending the timely submission of its initial certificate of inspection.

C) Inspectors. The applicant shall submit a certificate of inspection based upon the physical inspection of the dwelling units conducted not more than 90 days prior to the date of the certificate of inspection and compliance certified by the following:

1) A City of Pasco Code Enforcement Officer;
2) Inspectors certified by the United States Department of Housing and Urban Development for grant-required inspections;
3) Certified private inspectors approved by the City upon evidence of completion of formal training including the passing of an examination administered by the National Association of Housing and Redevelopment Officials (NAHRO), the American Association of Code Enforcement (AACE) or other comparable professional association as approved by the Director of Community Development which approval or denial shall be subject to appeal to the Code Enforcement Board;
4) A Washington licensed structural engineer;
5) A Washington Licensed architect.

All inspection certifications shall be submitted on forms provided by the City or approved by the United States Department of Housing and Urban Development.

D) Other inspections. Nothing herein shall preclude such additional inspections as may be conducted pursuant to the tenant remedy provided by RCW 59.18.0115 of the Residential Landlord-Tenant Act; at the request or consent of a tenant, or issued pursuant to a warrant. (Ord. 3231 Sec. 2, 1997.)

5.78.030 VIOLATIONS. A) Any person violating any of the provisions or failing to comply with any of the requirements of this chapter, shall upon a finding that the act or omission had been committed, be punished by a fine of not more than $500 dollars and shall be guilty of a code infraction. Each such person is guilty of a separate code infraction for each and every day during any portion of which any violation of any provision of this chapter is committed, continued, or permitted by such person and shall be punished as aforestated.

B) Any person who knowingly submits or assists in the submission of a falsified certificate of inspection, or knowingly submits falsified information upon which a certificate of inspection is issued, shall, in addition to the penalties provided in subsection(A) above be guilty of a gross misdemeanor and shall be punished for a fine of not more than $5,000 dollars or by imprisonment for a period of not more than six months, or both, such fine and imprisonment for each separate offense for each and every day during any portion of which any violation of this sub-section shall be committed.

C) In addition to the penalties provided above, any violation of this chapter may result in the revocation of the business licenses provided in this title. Any violation of this chapter including, the determination by the City, after an inspection of the dwelling unit, that a condition exists which substantially endangers or impairs the health or safety of a tenant may, in addition to the penalties provided above, result in the issuance of a notice of civil violation by subject to the penalties as imposed under the provisions of this code. (Ord. 3231 Sec. 2, 1997.)

City of SeaTac

Apartment Manager's Network:

Contact: Officer Doug Reynolds
206.973.4904 dreynolds@ci.seatac.wa.us

The Apartment Manager's Network provides an opportunity for residential rental property owners and managers to support each other in improving living conditions for their tenants. The City provides a forum to promote continuing education, networking and information exchange through quarterly meetings of the SeaTac Owner's and Manager's Pride in Properties (STOMPP).

Issues of mutual interest include:

- Quality multi-housing as an asset to our community
- Crime Prevention Through Environmental Design (CPTED) by addressing: lighting, landscaping, police crime information, housing (section 8), drugs and domestic violence
- Crime Free Multi-Housing Training licensing and code requirements
- Rental Housing Association of Puget Sound
- Current legislative issues and updates
- Annual neighborhood "National Night Out"
- Project LOOK - After school program for latch key kids
- Police substation and Domestic Violence Prevention Program

For information on upcoming meetings, please contact Officer Doug Reynolds at the number noted above.

Crime Free Multi-Housing Training

Contact: Officer Doug Reynolds
206.973.4904 dreynolds@ci.seatac.wa.us

The City, in collaboration with Highline Community College, offers a three part certification program in Crime Free Multi-Housing training. The City posts the names of individuals and apartment properties that have fulfilled their obligation to become certified in all three areas. To register, please contact Officer Reynolds at the number noted above.